

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING AND ZONING COMMISSION OF THE
CITY OF NORTH RICHLAND HILLS, TEXAS
HELD IN THE 4301 CITY POINT DRIVE
NORTH RICHLAND HILLS, TX 76180
DECEMBER 7, 2017**

WORK SESSION

The Planning and Zoning Commission of the City of North Richland Hills, Texas met in work session on the 7th day of December, 2017 at 6:30 p.m. in the City Council Workroom prior to the 7:00 p.m. regular Planning and Zoning Commission meeting.

Present:	Randall Shiflet	Place 4, Chairman
	Steven Cooper	Place 7, Vice Chairman
	Jerry Tyner	Place 2, Secretary
	Justin Welborn	Place 1
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Mason Orr	Place 6

Absent:	Robert Housewright	Ex-Officio
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Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician

A. CALL TO ORDER

Chairman Randall Shiflet called the meeting to order at 6:30 p.m.

A.1 PLANNING MANAGER REPORT

Planning Manager Clayton Comstock announced upcoming City events and summarized actions taken on Planning related items at the November 16, 2017, City Council meeting. He further discussed current development activity in North Richland Hills with the Commission.

A.2 2018 DEVELOPMENT MEETING CALENDAR

December 07, 2017

Planning and Zoning Commission Meeting Minutes

Page 1 of 6

Planning Manager Clayton Comstock gave a brief overview of the proposed 2018 Development Meeting Calendar and stated changes may be made following the December 11, 2017, City Council meeting.

A.3 DISCUSS ITEMS FROM THE REGULAR PLANNING AND ZONING COMMISSION MEETING.

Planning Manager Clayton Comstock announced the withdrawal of items C.1. SUP 2017-09 and item D.1. FP 2017-10.

Principal Planner Clayton Husband and the Commission discussed changes to item C.2. TR 2017-04, based on remarks made at the November 16, 2017, Planning and Zoning Commission meeting.

REGULAR MEETING

A. CALL TO ORDER

Chairman Randall Shiflet called the meeting to order at 7:03 p.m.

Present:	Randall Shiflet	Place 4, Chairman
	Steven Cooper	Place 7, Vice Chairman
	Jerry Tyner	Place 2, Secretary
	Justin Welborn	Place 1
	Don Bowen	Place 3
	Kathy Luppy	Place 5
	Mason Orr	Place 6

Absent:	Robert Housewright	Ex-Officio
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Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician

A.1 PLEDGE OF ALLEGIANCE

Commissioner Kathy Luppy led the pledge of allegiance to the United States and Texas flags.

B. MINUTES

December 07, 2017

Planning and Zoning Commission Meeting Minutes

Page 2 of 6

B.1. APPROVE MINUTES OF THE NOVEMBER 16, 2017, PLANNING AND ZONING COMMISSION MEETING.

APPROVED

A MOTION WAS MADE BY COMMISSIONER DON BOWEN, SECONDED BY COMMISSIONER JUSTIN WELBORN TO APPROVE MINUTES OF THE NOVEMBER 16, 2017, PLANNING AND ZONING COMMISSION MEETING. MOTION TO APPROVE CARRIED 7-0.

C. PUBLIC HEARINGS

C.1. SUP 2017-09 PUBLIC HEARING AND CONSIDERATION OF A REQUEST FROM HAMILTON DUFFY, P.C., FOR A SPECIAL USE PERMIT FOR TWO DETENTION PONDS AT 7651 MID-CITIES BOULEVARD, BEING 1.655 ACRES DESCRIBED AS TRACT 11D, JOHN H. BARLOUGH SURVEY, ABSTRACT 130.

WITHDRAWN

Withdrawn

THIS SPECIAL USE PERMIT WAS WITHDRAWN.

C.2. TR 2017-04 PUBLIC HEARING TO CONSIDER AMENDMENTS TO SECTIONS 118-1 DEFINITIONS, SECTION 118-693 EXTERIOR MATERIALS AND COLORS, AND SECTION 118-728 OUTDOOR LIGHTING, OF THE NORTH RICHLAND HILLS ZONING ORDINANCE REGARDING LUMINOUS TUBE LIGHTING.

APPROVED

Chairman Randall Shiflet continued the public hearing from the November 16, 2017, Planning and Zoning Commission for item C.2 and called on Principal Planner Clayton Husband to present the text revision.

Mr. Husband discussed revisions made to the proposed zoning ordinance following requests made at the November 16, 2017, Planning and Zoning Commission meeting.

Per the final motion, Commissioner Jerry Tyner asked that the proposed phrasing referring to changing in color be altered.

December 07, 2017

Planning and Zoning Commission Meeting Minutes

Page 3 of 6

Chairman Shiflet asked if the businesses along Rufe Snow Drive will be grandfathered and asked if there could be added text referring to brightness.

Mr. Husband stated businesses currently using LED lighting in the same restricted manner as the proposed text revision would become legal nonconforming.

Chairman Shiflet stated he does not see how this ordinance can be included in section 118-1 and address the matter of indoor lighting.

Commissioner Welborn stated seeing examples of light placement would be helpful.

Mr. Husband stated many texts do not regulate exterior lights in the same manner as the proposed text revision.

Chairman Shiflet made comments referring back to the original intent of the proposed text revision. Mr. Husband stated the original intent of the text revision was to handle luminous tube lighting around windows and store fronts.

Justin Welborn commented that neon tube lighting could be used in the same manner as what the text revision is restricting, but is not a part of the text revision. Mr. Husband stated neon tube lighting has been tested for a number of years and does not have the same harsh brightness as LED strip lighting.

Mr. Tyner asked if seasonal lights would be allowed. Mr. Husband stated there have not been any known complaints concerning seasonal lighting used in the similar manner of luminous tube lighting.

Mr. Welborn stated this text revision only targets one type of lighting and use, instead of focusing on the use only. Mr. Husband stated advances in technology may require the code be altered.

Mr. Tyner and Chairman Shiflet made comments concerning interior lighting. Mr. Husband stated that interior lighting was not a part of this text revision's scope, but that the language could be placed within section 118-694, architectural design standards. Planning Manager Clayton Comstock added that the Commission may chose to rename the section as a part of their motion.

Chairman Shiflet discussed research conducted with Mr. Husband detailing how few examples there are.

Mr. Welborn and Mr. Husband discussed possibilities of having a Special Use Permit for the outdoor lighting section.

Per the final motion, Commission Don Bowen agreed with earlier comments made to rename the section in order to not inherently exclude indoor lighting from the section. Chairman Shiflet confirmed with Mr. Comstock that the motion may include a recommendation to change the section title.

Chairman Shiflet, Commissioner Kathy Luppy, Mr. Welborn, Mr. Comstock, and Mr. Husband discussed the location of lighting outside or inside the lining of a window and per the final motion, recommended that the title of the section be renamed in order to include indoor lighting.

Vice Chairman Cooper and Mr. Husband discussed definitions within the proposed text.

Ms. Luppy asked how difficult it would be to gather an inventory of businesses using LED lighting. Mr. Husband stated an inventory by staff is under way.

Chairman Shiflet, Ms. Luppy, Mr. Welborn, Mr. Bowen, and Mr. Husband discussed time sequences between color changes and included a recommendation in the final motion.

Per the final motion, Chairman Shiflet stated he would be in favor of a Special Use Permit provision.

Mr. Husband confirmed Mr. Welborn's statement that the LED strip lighting will be covered or shrouded.

Mr. Welborn, Mr. Tyner, Mr. Shiflet, Mr. Bowen, and Mr. Husband discussed LED timing, and Special Use Permit provisions for the section.

Chairman Shiflet called for anyone wishing to speak for or against the request to come forward. There being no one wishing to speak, Chairman Shiflet closed the public hearing.

Per the final motion, the Commission discussed phrasing, time sequences, and special provision recommendations for the proposed text revision.

A MOTION WAS MADE BY COMMISSIONER JERRY TYNER, SECONDED BY COMMISSIONER JUSTIN WELBORN TO APPROVE TR 2017-04 WITH THE FOLLOWING CONDITIONS: CREATE A PROVISION FOR A SPECIAL USE PERMIT TO THE LIGHTING SECTION, ALTERING THE TIME LIMIT TEXT TO "COLORS MAY NOT CHANGE MORE THAN 60 SECONDS," AND REMOVE "OUTDOOR" FROM THE SECTION 118-728 TITLE. MOTION TO APPROVE CARRIED 7-0.

D. PLANNING AND DEVELOPMENT

D.1. FP 2017-10 CONSIDERATION OF A REQUEST FROM HAMILTON DUFFY P.C. FOR A FINAL PLAT OF LOT 1, BLOCK A, CARRINGTON CENTER ADDITION, ON 1.655 ACRES LOCATED AT 7651 MID-CITIES BOULEVARD.

WITHDRAWN

THIS FINAL PLAT WAS WITHDRAWN.

E. ADJOURNMENT

Chairman Randall Shiflet adjourned the meeting at 7:59 p.m.

Randall Shiflet, Chairman

Attest:

Jerry Tyner, Secretary